



AIRPORT COMMISSION MEETING MINUTES

October 11, 2013

Meeting of the:	AIRPORT COMMISSION OF THE CITY OF NEW HOLSTEIN
Date/Time:	Friday, October, 2013 at 9:00 a.m.
Location:	New Holstein Airport Terminal, 3015 Wisconsin Ave., New Holstein WI 53061
Members Present:	Bob Bosma, Chuck Mayer, Dave Miller
Others Present:	Dianne Reese, Rosalie Fromm, Ron Karrels, Perry Welch, Andy Trimble, WI BOA, Aaron Stewart, Omnni

The meeting was called to order by Commission member Bosma.

It was duly noted that the meeting was properly announced.

Roll call was taken by Clerk Langenfeld.

A motion was made by Miller, seconded by Mayer, and carried to approve the agenda.

A motion was made by Miller, seconded by Mayer, and carried to approve the minutes from the previous meeting.

Neither Public Participation nor communications occurred.

The Commission reviewed the Petitions and AIP's for upcoming projects. A motion was made by Miller, seconded by Mayer and carried to add a new base radio and fuel hose to 2013, to move the installation of the PAPI to 2015, to move Land Acquisition to the year 2019, and to add a parallel taxiway in 2018.

The Commission reviewed the ALP as presented by Omnni. The Commission agreed that Aaron should add the parallel taxiway to the plan.

The Commission reviewed the final financials for the terminal and shower project. Bosma informed Aaron Stewart that he would like to have the keypad on the front door removed as it is interfering with our electronic keypad.

Welch informed the Commission that the downspouts need to be cut back, the weather stripping still needs to be done on the hangar doors; the National Guard Troop that was scheduled to use the airport was cancelled due to the government shutdown; courtesy car is available and is being used on a weekly basis; the breakfast fly-in was a success with 115 breakfasts sold and 30 airplanes on hand, he would like to co-host the event with the Kiwanis again next year.

The Commission updated the Future Project List.

Clerk Langenfeld presented the Airports Financials for 2013 and 2014.

Bosma discussed with the Commission that there is a helicopter group that is working on having a heli-pad in Elkhart Lake. This may not work out and he is working to see if they would be willing to use the New Holstein Airport as its base.

Bosma informed the group that he is waiting on additional information on the water heaters.

Fromm requested that the Commission consider increase the hangar land rental rate as it has not increased in over 17 years. Miller called for a motion to increase the rate, a second to the motion was not provided therefore the motion died.

Langenfeld presented the current Farm Land Contracts. The Commission agreed that the land near the runway can't have a crop on it that exceeds the safe height restrictions for planes landing on the runway and that the affected contracts should be corrected for the new contract year.

Langenfeld presented information regarding renting the meeting room out at the Airport Terminal. A motion was made by Mayer, seconded by Miller, and carried to recommend to the Finance Committee to approve drafting a contract for renting the facility at a charge of \$50 with a \$100 deposit required.

Langenfeld presented the Aviation Fuel sales report.

A motion was made by Miller, seconded by Mayer, and carried to place the funds raised for Airport Day into a reserve account so that they can be used in future years for Airport Events and Activities.

Being no further business the meeting adjourned.

Cassandra Langenfeld
City Clerk